

MANUAL Student Employment Career Services	SECTION Student Job Description	PAGE 1 / 2 REVISIED 5/24
SUBJECT <i>Audio-Visual Technician II</i>	RANK x052	GROUP II

DEFINITION:

Under general supervision of a staff or faculty employee, a student usually performs the following duties:

- (a) Sets up and operates projectors, tape recorders, record players, and other audio-visual equipment.
- (b) Handles delivery and retrieval of audio-visual equipment and materials on and off campus.
- (c) Runs film previews for faculty members.
- (d) Ships and receives films from outside sources.
- (e) Conducts routine maintenance and minor repairs on all audio-visual equipment.
- (f) Carries out additional tasks as required.

BASIC QUALIFICATIONS:

Six (6) months of experience in high school, college, or industrial audio-visual department or an equivalent combination of coursework and experience suggests a potential for good performance.

QUALIFICATIONS FOR STARTING AT STEP B:

Same as above, plus an additional year of comparable experience.

LEARNING OUTCOMES*:

- Show an awareness of own strengths and areas for development.
- Professionally advocate for oneself and others.
- Establish, maintain, and leverage relationships with people who can help one professionally.
- Ask appropriate questions for specific information from supervisors, specialists, and others.
- Promptly inform relevant others when needing guidance with assigned tasks.
- Make decisions and solve problems using sound, inclusive reasoning and judgment.
- Solicit and use feedback from multiple sources to make decisions.
- Demonstrate flexibility by adapting to diverse environments.
- Prioritize and complete tasks to accomplish organizational goals.
- Consistently meet or exceed goals and expectations.
- Have attention to detail, resulting in few, if any, errors in their work.
- Show a high level of dedication toward doing a good job.

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- Navigate change and be open to learning new technologies.
- Manipulate information, construct ideas, and use technology to achieve strategic goals.

*Learning outcome descriptions from the [National Association of Colleges and Employers \(NACE\)](#).